

Executive Summary

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MINERVA ACHIEVEMENTS AND FUTURE EXPECTED RESULTS

The results achieved by MINERVA during 2004 include progresses and outcomes of the working groups as well as a wide set of strategic actions aimed at improving the awareness of the Lund Principles and at enlarging their application through Europe and beyond. The first important result is the extension of the MINERVA network to the new countries of the European Union; the kick-off meeting of the enlarged MINERVA Plus project was held in Budapest on 10th February 2004.

A rich programme of activities has been agreed, fully integrated with the workplan of MINERVA.

Since the kick-off of MINERVA Plus, the working groups of MINERVA and MINERVA Plus have been integrated and new experts nominated for the specific topics to be addressed as part of the MINERVA Plus programme.

The following table illustrates the map of the working groups and their respective responsibilities:

	Minerva WP Leader	Minerva Plus WP Leader
WP3 Inventories, discovery of digitised content, multilingualism issues	France, Ministère de la Culture et de la Communication	
Specific topic: <i>Multilingual thesaurus</i>		Hungary, National Széchényi Library
WP4 Interoperability and service provision	UK, Museum, Library, Archive Council	
Specific topic: Business models for digitisation programmes		Greece, University of Patras
WP5 Identification of user needs, content and quality framework for common access points	Belgium, Ministère de la Communauté Française	
Specific topic: <i>Needs and requirements for small cultural institutions</i>		Germany, Stiftung Preussischer Kulturbesitz
WP6 Identification of good practices and competence centres	Sweden, Riksarkivet	
Specific topic: <i>Cost Reduction for cultural digitisation</i>		Israel, The Jewish Agency for Israel

As the first task, a coordination meeting among the WP Leaders of MINERVA and MINERVA Plus has been organised in Florence in March 2004, in order to agree on a common plan of action to be implemented by the two project, jointly. In the light of integration between MINERVA and MINERVA Plus working groups, the following results can be reported:

**WP3 “Inventories, discovery
of digitised content,
multilingual issues”**

The data model for the description of the cultural digital collections and the French-Italian prototype developed in the MINERVA working group are currently under implementation in the MICHAEL project (whose kick-off meeting took place in Rome in June 2004).

The specific topic of the multilingual issue and multilingual thesaurus has been addressed by the MINERVA Plus working group through the organisation of a specific workshop in Budapest, in October 2004, and the distribution of a questionnaire to survey the situation in Europe.

Preliminary results of the questionnaire are under analysis. A complete report on the matter is foreseen to be produced by the end of 2005 and the draft report to be presented at the NRG meeting in Bristol (November 2005).

**WP4 Interoperability
and service provision**

The *Technical Guidelines* developed in the MINERVA working group are under translation in order to produce national customised versions in several countries for a wider dissemination.

A study on IPR has been launched as part of the specific topic on business models for cultural digitisation. The complete report is expected to be drafted with the cooperation of the WP Leaders (MLA, UK and University of Patras, Greece); the printable version of the report will be eventually published in 2005 and distributed at the NRG Meeting in Bristol (November 2005).

**WP5 Identification
of user needs, content and quality
framework for common access points**

The work on the *Quality principles for cultural web sites* has been completed and two instruments have been made available for the cultural institutions throughout Europe. The Handbook on the applicability of the 10 Principles for good quality cultural web sites has been finalised, published and distributed in three languages: French, Italian and English. The Card with the 10 Principles has been printed in five languages: English, French, Italian, German and Flemish. The 10 Principles are also translated in several languages and new translations are still in progress.

The validation of the Principles and the Handbook has been launched as part of the MINERVA Plus activities; a first assessment of the experimental activity has been carried out at the Conference about quality of cultural web sites, organised in Berlin in April 2005, the results of which are published on the MINERVA website (www.minervaeurope.org/events/berlin05040708.htm).

**WP6 Identification of good practices
and competence centres**

The MINERVA *Good Practices Handbook* has been translated and published in Italian and French languages. Its exploitation is continuing, through the various dissemination actions organised and participated by MINERVA.

A specific study of the Cost Reduction issues has been launched in the frame of MINERVA Plus. In the frame of this study a workshop has been organised in Franso (Sweden) in January 2005. Results of the study will be eventually published in a final report, that is expected to be produced by the end of MINERVA Plus project (January 2006).

Another specific study about good practices in the digitisation of audiovisual content is still ongoing. Results are expected

to be available by the end of the MINERVA project (July 2005).

The assessment of the progress achieved in the implementation of the Lund Action Plan has been carried out in the frame of the MINERVA Plus WP7 Assessment, as the follow up of the previous Italian and Irish initiative.

A Steering Group of the Assessment initiative has been established composed by EC, the Project Manager and the Technical Coordinator of MINERVA, the Irish representative as WP7 Leader, the representatives of the three current Presidencies: The Netherlands, Luxembourg and the United Kingdom.

Preliminary results of this assessment have been presented at the NRG Meeting in Dublin in June 2004.

The work is still in progress, in alignment with the revision of the Lund Action Plan, carried out by the three Presidencies.

DISSEMINATION ACTIONS

An important effort has been spent in dissemination actions. MINERVA representatives attended at the major European Conferences on digital culture, delivering presentations about the MINERVA results, among which: ICA Conference in Vienna, ICHIM Conference in Berlin, Information for All Conference in Saint Petersburg, Bibliocom in Rome, IST Conference in The Hague, EVA Conferences in Florence, Berlin and Moscow.

MINERVA workshops have been organised in each country participating in MINERVA Plus project, in order to reinforce the awareness within each country about the recommendations and guidelines produced by the project. The MINERVA national workshops took place in: Austria, Czech Republic, Estonia, Germany, Greece, Hungary, Ireland, Israel, Malta, Poland, Portugal, Russia, Slovenia.

The coordination action among the cultural networks operating in Europe, launched by MINERVA at the workshop in Rome at Bibliocom 2003, has been continued with a focused meeting at EVA Florence in March 2004.

Since then, bilateral meetings between representatives of MINERVA and of the other cultural networks have taken place, among which it can be mentioned the participation in the CALIMERA workshop on Best Practices in Prague, in April 2004 and in the DELOS workshop in Cortona in May 2005. Possible joint actions are under discussion and are expected to be launched during 2005.

Important initiatives have been carried out in the light of the enlargement of MINERVA cooperation at international dimension. These initiatives have been implemented in particular in coordination with UNESCO.

A specific project has been approved for funding by Information for All UNESCO Programme, to translate and disseminate the MINERVA results in the Mediterranean region; the name of the project is MED-CULT and it will be carried out during 2006, by MINERVA in cooperation with the STRABON network coordinated by Maison des Sciences de l'Homme in Paris, including workshops in Rabat (Morocco) and Alexandria (Egypt).

Another important result has been achieved by MINERVA in cooperation with the UNESCO office in Venice (UVO) – Regional Bureau for Science in Europe, to develop a strategy in the field of digitisation of cultural heritage for South Eastern Europe. Following several preparatory encounters, a conference has been organised by MINERVA and UNESCO in Ohrid in March 2005, in cooperation with several South Eastern European organisations, who decided to jointly develop an action plan, inspired and liaised with the Lund Action Plan and its further evolutions.